

2004 WEDS Reporting Periods Calendar for Political Committees

(Note: Reporting periods are for C4's only. There is no such thing as a C3 reporting period in WEDS.)

This calendar lists the most common reporting periods for political action committees. If you have any questions as to what reporting dates to use, please call the PDC front desk (1-877-601-2828) and ask to speak with an auditor.

All committees start with section **A** reporting periods.

| Section | Period start date | Period end date | Due date |
|----------|-----------------------|-----------------|------------|
| A | All committees | | |
| | 01/01/2004 | 01/31/2004 | 02/10/2004 |
| | 02/01/2004 | 02/29/2004 | 03/10/2004 |
| | 03/01/2004 | 03/31/2004 | 04/12/2004 |
| | 04/01/2004 | 04/30/2004 | 05/10/2004 |
| | 05/01/2004 | 05/31/2004 | 06/10/2004 |
| | 06/01/2004 | 06/30/2004 | 07/12/2004 |

----- **Stop!** -----

Is the committee active in this election?

If yes, continue with section **B** reporting periods. If no, continue with section **C** reporting periods.

| | | | |
|----------|---|------------|------------|
| B | Committees active in this election | | |
| | 07/01/2004 | 08/17/2004 | 08/24/2004 |
| | 08/18/2004 | 09/06/2004 | 09/07/2004 |
| | 09/07/2004 | 10/05/2004 | 10/12/2004 |
| | 10/06/2004 | 10/25/2004 | 10/26/2004 |
| | 10/26/2004 | 11/30/2004 | 12/10/2004 |
| | 12/01/2004 | 12/31/2004 | 01/10/2005 |

| | | | |
|----------|---|------------|------------|
| C | Committees inactive in this election | | |
| | 07/01/2004 | 07/31/2004 | 08/11/2004 |
| | 08/01/2004 | 08/31/2004 | 09/10/2004 |
| | 09/01/2004 | 09/30/2004 | 10/11/2004 |
| | 10/01/2004 | 10/31/2004 | 11/10/2004 |
| | 11/01/2004 | 11/30/2004 | 12/10/2004 |
| | 12/01/2004 | 12/31/2004 | 01/10/2005 |

* To enter reporting periods into WEDS:

Go to **Lists > Reporting Periods** and click **Add**. Follow steps 1-6 below for each reporting period you want to add.

- 1. Date of election** This is optional. You are not required to enter this information into WEDS.
- 2. Type of Report** Whatever you want to call it - January C4, Report Period 1, etc... it doesn't matter.
- 3. Period start date** The starting date of that reporting period
- 4. Period end date** The ending date of that reporting period.
- 5. Due date** The date that the C4 report is due. Optional, not required.
- 6. Click OK.**

When you are done adding reporting periods, click **Exit**.